

TOWNSHIP OF MILLSTONE
Meeting Room
215 Millstone Road
Millstone Township, NJ 08535

**TOWNSHIP COMMITTEE MINUTES
JANUARY 2, 2020**

Municipal Clerk Kathleen Hart calls the meeting to order at 7:01 p.m. followed by Flag Salute and a moment of Silence.

STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.

I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 19, 2018.

Oath of Office administered to Committeeman Al Ferro by Sheriff Golden.

ROLL CALL: Committeeman Dorfman – present, Committeeman Ferro - present, Committeewoman Grbelja – present, Committeeman Kuczinski – present, Committeeman Masci – present. Also, in attendance: Robert Munoz - Township Attorney and Kathleen Hart - Municipal Clerk.

Municipal Clerk Kathleen Hart asks for a motion for Mayor:

C/Kuczinski nominates C/Masci as Mayor, Second by C/Grbelja

C/Kuczinski states that he did a fantastic job for the year 2019 and wishes him to continue.

ROLL CALL VOTE:

AYES: C/Dorfman, C/Ferro, C/Grbelja, C/Kuczinski, C/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

C/Dorfman nominates C/Grbelja as Deputy Mayor, Second by C/Kuczinski.

C/Dorfman states that he would like Nancy to continue on with her duties and thanked them both continuing in the positions,

ROLL CALL VOTE:

AYES: C/Dorfman, C/Ferro, C/Grbelja, C/Kuczinski, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

Mayor Masci welcomed everyone and thanked C/Kuczinski for the nomination, also thanked the Township Committee, Millstone Township Republican County Executive Committee, representatives from the County, especially Shaun Golden for attending tonight's meeting, state and local residents for all their support. Mayor Masci also addressed township employees, Roger Staib's absence and well wishes for a speedy recovery. Mayor Masci noted that the Township has a great group of employees and appreciates all the hard work that they do. Mayor Masci noted it's an honor to serve and represent

Millstone for his next and final year and considers Millstone Township to be one of the best places to live in the state. Finally, Mayor Masci thanked his family for allowing him to contribute and be a part of this opportunity.

Deputy Mayor Grbelja congratulated Shaun Golden on his re-election and also congratulated C/Ferro and is looking to having him on board for a full three-year term. Deputy Mayor Grbelja also thanked Mayor Masci for continuing his role as Mayor. She also thanked the Millstone Township Fire Department for attending to our Township Administrator today. Deputy Mayor Grbelja is very happy to be a resident of Millstone Township and is proud to make this town a better place to live. She is looking forward to doing her best to move this town in the right direction and wished everyone a happy New Year.

C/Ferro thanked everyone for attending tonight including his family for all their support.

Mayor Masci read the following statement:

The Township of Millstone will be videotaping this meeting for replay on Millstone PEG Channel. By attending this evening, attendees acknowledge this recording and agree to allow their images to be recorded.

All attendees and participants agree to conduct themselves in a manner appropriate for public gathering. Individual speakers should be advised that no right of privacy protects a person's public comments made in a public forum. Accordingly, all participants bear responsibility for their own statements and commentary.

ORDINANCE:

FIRST READING

ORDINANCE NO. 20-01 ORDINANCE AMENDING CHAPTER V (FEES, SECTION 5-37 (MISCELLANEOUS FEES) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

EXPLANATORY STATEMENT: This ordinance amends the miscellaneous fees.

Moved C/Kuczinski, Second C/Ferro, Committee Discussion: None

ROLL CALL VOTE:

AYES: C/Dorfman, C/Ferro, DM/Grbelja, C/Kuczinski, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

Second reading and Public Hearing to be held on January 15, 2020 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

RESOLUTIONS: CONSENT RESOLUTION POSTED ON BULLETIN BOARD. ALL MATTERS LISTED UNDER ITEM "CONSENT AGENDA" ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.

- 20-01 Resolution Appointing Professionals for 2020: Township Attorney, Labor Counsel, Township Engineer, Special Counsel for Mt. Laurel Proceedings, Township Auditor, Township Planner, Township Prosecutor, Township Bond Counsel, Township Public Defender and Affordable Housing Administrator
- 20-02 Resolution Extending the Term of Roger Staib as the Acting Business Administrator for the Township of Millstone
- 20-03 Resolution Appointing Deputy Registrar of Vital Statistics
- 20-04 Resolution Appointing Qualified Purchasing Agent
- 20-05 Resolution Appointing Public Agency Compliance Officer
- 20-06 Resolution Appointing Treasurer
- 20-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector, Plumbing Inspector, Building Inspector and Electrical Inspector
- 20-08 Resolution Appointing Code Enforcement Officer
- 20-09 Resolution Appointing Recycling Coordinator
- 20-10 Resolution Appointing Community Development Representative
- 20-11 Resolution Appointing Members to the Millstone Township Veteran’s Memorial Council
- 20-12 Resolution Appointing Fund Commissioner, Safety Director and Right to Know Coordinator to the Monmouth County Municipal JIF
- 20-13 Resolution Appointing 911Coordinator
- 20-14 Resolution Appointing OEM Coordinator
- 20-15 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 20-16 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 20-17 Resolution Appointing Members to the Agricultural Advisory Council
- 20-18 Resolution Appointing Monmouth County Agriculture Development Board Representative
- 20-19 Resolution Appointing Members to the Municipal Alliance Committee’s Executive Board
- 20-20 Resolution to Transfer Funds on Appropriation Reserves #1
- 20-21 Resolution Appointing Violations Clerk
- 20-22 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 20-23 Resolution Authorizing Inter-Local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 20-24 Resolution Appointing COAH Representative
- 20-25 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging
- 20-26 Resolution Appointing Local Historian
- 20-27 Resolution Adopting the Temporary Budget
- 20-28 Resolution Adopting a Cash Management Plan
- 20-29 Resolution to Authorizing the Continuation of Petty Cash Funds
- 20-30 Resolution to Establish Official Depositories for Township Funds
- 20-31 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 20-32 Resolution to Authorizing Tax Collector to Hold Tax Sale
- 20-33 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 20-34 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 20-35 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 20-36 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 20-37 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 20-38 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance,

Snow Removal and Ice Control on Nurko Road

- 20-39 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 20-40 Resolution Authorizing Contract with Eastern Armored Services Inc
- 20-41 Resolution Authorizing Online Recreation Registration Payments Through Easy Merchant Plus/Stripe Connect
- 20-42 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 20-43 Resolution Authorizing Deer Carcass Removal as Per Monmouth County Contract F-110-2016
- 20-44 Resolution Awarding Contract for Municipal Court Security
- 20-45 Resolution Appointing Conflict Municipal Court Judge
- 20-46 Resolution Authorizing Monmouth County Co-Op Purchase for Gasoline and Diesel Fuel as Per Monmouth County Contract F-38-2020
- 20-47 Resolution Authorizing the Tax Collector to Charge a Fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Pubic Laws of 1997
- 20-48 Resolution Authorizing the Township of Millstone to Establish a Commodity Resale Agreement with the Millstone Township Board of Education
- 20-49 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Recycling Reporting Services
- 20-50 Resolution Authorizing Contract with Action Data Services
- 20-51 Resolution Appointing Risk Management Consultant
- 20-52 Resolution Amending Schedule of Holidays for 2020
- 20-53 Resolution Changing Custodian for the Administration and Recreation Petty Cash Funds
- 20-54 Resolution Awarding Contract for Sodium Chloride (Rock Salt) as per Monmouth County Contract F-39-2020
- 20-55 Resolution Authorizing the Continuation of a Shared Services/Mutual Aid Agreement Between the Township of Jackson and the Township of Millstone Pertaining to Conflict of Interest and Emergency Coverage Construction Code Enforcement Services

Motion to adopt/table, Moved DM/Grbelja, Second C/Dorfman, Committee Discussion: None

ROLL CALL VOTE:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: None

MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP ENVIRONMENTAL COMMISSION

Mayor Masci appoints the following people to serve as members on the Millstone Township Environmental Commission.

BE IT RESOLVED that **Mary Pinney and Tara Zabrosky** are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2020 and ending December 31, 2022.

BE IT FURTHER RESOLVED that Mayor Dorfman hereby appoints **Eric Davis** as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2020.

BE IT FURTHER RESOLVED that **Tom Tofte** is hereby appointed as Alternate II member to the Millstone Township Environmental Commission, for a two (2) year term commencing January 1, 2019 and ending December 31, 2020.

BE IT FURTHER RESOLVED that a copy of these appointments be forwarded to the Millstone Township Environmental Commission and to the appointees.

MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP PLANNING BOARD

Mayor Masci appoints the following people to serve as members on the Millstone Township Planning Board.

BE IT RESOLVED that **Mitchell Newman and Robert Beck** shall serve as Class IV members to the Millstone Township Planning Board for four (4) year terms commencing January 1, 2020 and ending December 31, 2023.

BE IT RESOLVED that **Mayor Masci** shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2020 and ending December 31, 2020.

BE IT RESOLVED that **Mary Pinney** shall serve as the Class II member to the Millstone Township Planning Board for a (3) two year term commencing January 1, 2019 and ending December 31, 2022.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointees.

MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP BOARD OF ADJUSTMENT

BE IT RESOLVED, by the Mayor of the Township of Millstone that **Michael Novellino and Steve Barthelmes** are hereby appointed as Regular Members to the Millstone Township Board of Adjustment for four-year (4) term commencing January 1, 2020 and ending on December 31, 2023.

BE IT FURTHER RESOLVED, by the Mayor of the Township of Millstone that **Andrew Ferrara** is hereby appointed as an Alternate I member to the Millstone Township Board of Adjustment for a (2), year term commencing January 1, 2020 and ending December 31, 2021.

BE IT FURTHER RESOLVED, that a copy of these appointments be forwarded to the Millstone Township Zoning Board of Adjustment and to the appointees.

MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP PARKS AND RECREATION COMMISSION

BE IT RESOLVED that **Chris Morris** is hereby appointed to the Millstone Township Recreation Commission as regular member for five (5) year term commencing January 1, 2019 and ending December 31, 2024.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Parks and Recreation Commission and to the appointee.

MAYOR'S APPOINTMENT TO THE MILLSTONE TOWNSHIP HISTORIC PRESERVATION COMMISSION

BE IT RESOLVED by the Mayor of the Township of Millstone that **Jolene Conoscenti** is hereby appointed Class C members of the Millstone Township Historic Preservation Commission for four (4) year terms, term commencing January 1, 2020 and ending December 31, 2023.

BE IT RESOLVED by the Mayor of the Township of Millstone that **Julie Carr Vincent** is hereby appointed Alt II member of the Millstone Township Historic Preservation Commission for a two (2) year term, commencing January 1, 2020 and ending December 31, 2021.

BE IT FURTHER RESOLVED that a copy of this appointment is forwarded to the Millstone Township Historic Preservation Commission and to the appointees.

**MAYOR'S APPOINTMENT TO THE OFFICE OF
EMERGENCY MANAGEMENT – MEMBERS**

Scott Boland, Dirk Bruyn, Tony Marra, Karen Otten, Maggie Romano, Patrick Diagangi are hereby appointed as Members to the Office of Emergency Management for three (3) year terms beginning January 1, 2020 and expiring December 31, 2022.

BE IT FURTHER RESOLVED, that a copy of the appointment be forwarded to Millstone Township Office Of Emergency Management and to the appointee's.

**MAYOR'S APPOINTMENT TO THE MILLSTONE TOWNSHIP
PLANNING BOARD**

BE IT FURTHER RESOLVED that **Anthony Conoscenti** shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointee.

**MAYOR'S APPOINTMENT TO STEWARD TO THE CLARKSBURG
CULTURAL CENTER**

BE IT FURTHER RESOLVED that **Doreen Polhemus** shall serve as the Steward to the Clarksburg Cultural Center, for one (1) year term, term commencing January 1, 2020 and ending December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Land Use Administrator, The Millstone Township Historic Preservation Commission and to the appointee.

**MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP
SHADE TREE COMMISSION**

BE IT FURTHER RESOLVED that **Scott D'Amico, Christopher Porcello and Rene Peerboom** is hereby appointed as a member of the Millstone Township Shade Tree Commission, commencing January 1, 2020 and ending December 31, 2024.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Shade Tree Commission and to the appointee.

COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2020:

<u>Liaison of Dept. of Public Works/Building and Grounds/Recycling</u>	<u>M/Masci</u>
<u>Liaison of Finance</u>	<u>C/Kuczinski</u>
<u>Liaison of Health, Safety and Welfare</u>	<u>C/Ferro</u>
<u>Liaison of Community Newsletter/Web Site/Cable TV</u>	<u>M/Masci</u>
<u>Liaison of Office of Emergency Management</u>	<u>C/Kuczinski</u>
<u>Liaison of Personnel</u>	<u>C/Kuczinski/DM/Grbelja</u>
<u>Liaison to Board of Parks and Recreation Commission</u>	<u>C/Dorfman</u>
<u>Liaison to County & State Agencies</u>	<u>C/Grbelja</u>
<u>Liaison to Drug Alliance</u>	<u>C/Dorfman</u>
<u>Liaison to Senior Citizens</u>	<u>C/Ferro</u>
<u>Liaison to Environmental Commission</u>	<u>C/Ferro</u>
<u>Liaison to Historic Preservation Commission</u>	<u>DM/Grbelja</u>
<u>Liaison to Board of Education</u>	<u>M/Dorfman</u>
<u>Liaison to Municipal Court</u>	<u>M/Masci</u>
<u>Liaison to Fire & First Aid</u>	<u>C/Kuczinski</u>
<u>Liaison to AG Board</u>	<u>C/Grbelja</u>

OTHER BUSINESS:

Rabies Clinics will be held on Saturday January 18, 2020, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.

PRIVILEGE OF THE FLOOR:

Mayor Masci opens the meeting to the public at 7:36 pm.

Mayor Masci closes the meeting to the public at 7:36 pm.

C/Dorfman hopes the change in liaison for the Historic Preservation Commission re-energizes the Commission.

Motion to adjourn: Moved DM/Grbelja, Second C/Ferro. All in Favor.

Time Out: 7:38 p.m.

Audio of the meeting is available in the Municipal Clerks Office.

Kathleen Hart, RMC
Municipal Clerk